

# Presidents Council Zoom Meeting Minutes

September 28, 2020

## CALL TO ORDER

John Cardoza, Cleveland, Chairperson, called the Presidents Council Meeting to order at 10:00 a.m. and took a roll call of hi-rise representatives that were present.

## SECRETARY'S REPORT

Bob Knutson, PC/RPC Secretary, Ravoux, stated the last PC Meeting was an Emergency Meeting and is posted on the PHA website. This meeting today is our first scheduled regular PC meeting for the year 2020-2021. Yasmine Aminou, Central, made a Motion to accept the Emergency Meeting Minutes as they stand. Candy Pernell, Ravoux seconded and the Motion carried.

## JON GUTZMANN

John Gutzmann, PHA Executive Director, commended the officers for their efforts and informed the Councils that though this may be a challenging time, he always looks forward to the President Council's first fall meeting. He further mentioned that this is a difficult period for both the officers and for the PHA staff. He wanted to reiterate how tremendous it is that all of you are doing this important work by representing your hi-rises and being board officers of your buildings. You're taking care of the day-to-day activities for your colleagues and the residents who live in your building, in addition to doing the PC work. He gave a special shout out to John Cardoza for the three roles he plays as Cleveland representative, President of the Cleveland council, and as the PHA Commissioner. Mr. Gutzmann thanked everyone for all the things they do.

## TREASURER'S REPORT

*Melissa Pappas*, PC/RPC Treasurer, Seal, gave a rundown of the income and expenses for the month of August. The cleared balance is fifty-six thousand, three hundred fifty-two dollars and seventy-four cents (\$56,352.74). The ending balance is fifty-six thousand, six hundred forty-nine dollars and sixty-six cents (\$56,649.66). The report will be filed for audit.

## PHA MAINTENANCE REPORT

Brent Feller, Maintenance Contracts, gave a rundown of some projects that were either in the works or are scheduled to be done. Some of those projects include redoing Central Hi-rise's parking lot, repairing pot holes and other issues. They also replaced an entry door at Central. Some projects that are in progress or are nearing completion are the hot water storage tanks at Hamline, Seal, Iowa, and Wilson. This should eliminate any more water shutdowns at those hi-rises. The Edgerton Community Room roof is substantially completed. He went on to talk about other projects that will be starting or are in progress, along with any particular information associated with them.

Mike Silvan, Assistant Maintenance Director, said next week they are planning to begin safety inspections at the hi-rises. They will be hiring a contractor to test the life safety systems in each apartment and notifications will be given. That will be the only inspection, thus far, for the hi-rises.

## **PHA MAINTENANCE REPORT** (continued)

Beginning on Thursday, October 1<sup>st</sup>, they are going to start picking away at their backlog of Work Orders that were delayed due to the pandemic. They will be going to buildings with a group of staff members to get them done quickly and safely. If there is anything that your building tenants know that was already done, it would be very helpful if they would call the Work Order number and let them know about that. He then opened the floor to questions for either him or Brent Feller.

## **PHA MANAGEMENT REPORT**

Tara Johnson, Resident Services Senior Manager, stated some of you may have already received notices that state they are going to start annual inspections again. Family sites began in September and the hi-rise inspections will begin in October. The inspections will be a little more modified than previous ones due to Covid precautions. All of the staff will be wearing Personal Protection Equipment (PPE) and all residents should be wearing face masks during that time, as well.

Face-to-face meetings have not presently resumed, so any Annual Recertification packets you receive can be returned to the office using a drop box. Each hi-rise will be receiving a drop box so those items can be returned if the manager is not there

Beginning next Monday, staff will be in their offices at least sixteen hours per week, so they are going to slowly transition into that. Some staff members have been in the office more, but having them there for those sixteen hours weekly should increase productivity and communication with residents, to ensure everybody's needs are met to the fullest extent. For Congregate Housing Services sites, there will not be any congregating dining through the end of this year.

The annual Union Gospel Mission (UGM) Thanksgiving and Christmas dinners will continue, but will be done a little differently this year. Meals will arrive at the hi-rises, be boxed and will be brought to your door by a UGM volunteer or PHA staff member. Tara then called for any questions.

## **SAFETY & SECURITY REPORT**

*Sgt. Amy Boyer*, St. Paul Police Department, ACOP unit, stated she knows it must be difficult for a lot of residents, since the Officers-In-Residence (OIR's) are not holding any face-to-face meetings due to the pandemic. But they will be posting an email address and phone number in the event that anyone should need to contact them. In terms of safety and security issues, there have been many carjacking's happening throughout the city, not just on PHA properties. A task force was created to combat this issue, and all police departments are working together and have diminished the number of these crimes. Also, because of a robbery at Valley, she emphasized that all residents should always be aware of their surroundings while walking to and from the buildings. This makes it less likely that they will become a victim of a robbery or other crime.

She said they have been getting reports of unauthorized people loitering in community rooms, along with people sleeping on the uppermost stairwells of the buildings, where they are less likely to be seen. With the weather getting colder, these incidents will increase. If you see unauthorized people in your building, dial 911 and report it. She then took questions. Also, if you need further information regarding ACOP, or have any questions, contact Sgt. Boyer at **651-558-2305**, or email her at [Amy.Boyer@ci.stpaul.mn.us](mailto:Amy.Boyer@ci.stpaul.mn.us).

## **OLD BUSINESS**

John Cardoza, Chairperson, wanted to update everyone on the Lyft Grant, which was discussed back in February, but he and Beth Pacunas need to meet to determine if there has been any follow up on that.

## **NEW BUSINESS**

Youa Thao, Resident Council Coordinator spoke about the following:

1. Nominees for the open officer role on the PC's Executive Committee. There is currently one vacancy on the PC Board, and Youa asked if there were anyone who was interested in nominating themselves for this position. Melanie Fox, Montreal and Jason Bruce, Exchange nominated themselves. Because there are two people volunteering, Youa will send out a voting form to all of the hi-rises. She would like the forms completed and returned to her by next month.
2. The resident councils are all up and running now and Youa feels it would be appropriate to have one officer from each council be a Zoom trainer. She called for a Motion to approve having this training person on each council to help other officers and residents use Zoom. Melanie Fox, Montreal made a Motion that one officer of each resident council be trained for that purpose. Jason Bruce, Exchange, seconded and the Motion carried. It will not be a mandatory training, but many hi-rises will benefit from it.
3. Vote to allow the present hi-rise resident council officers and PC Board officers – including the Secretary and Treasurer -- to continue in their present officer positions until June 2021. Melanie Fox made a Motion that the current officers of resident councils and officers on the PC Board remain in their positions until June 2021. Yasmine Aminou, Central, seconded and the Motion carried.
4. Due to the pandemic, Youa would like a vote to have Peers who are filling vacant officer positions in the sixteen hi-rises become check signers. Melanie Fox, Montreal, made a Motion to have Peers who are currently filling officer positions become check signers. Al Bacon, Front seconded and the Motion carried.

## **BUDGET**

Melissa Pappas, Treasurer, Seal, read through the PC Budget line-by-line. Before doing this; however, John Cardoza, Chairperson, asked that any representatives with questions regarding the Budget, hold off on asking them until after Melissa has finished. Melissa then read through the Budget line-by-line. At the last RPC meeting, it was decided that the stipends for the RPC Treasurer and Secretary be eliminated, amounts adjusted and those positions be moved under the PC line items. Melissa asked if there were any questions.

Bob Knutson, PC/RPC Secretary, Ravoux, questioned the amount now listed under the PC Secretary line item, which is now \$75.00, saying it should have been \$100.00 due to a \$25.00 increase he was given for the position of RPC Secretary by Julia Hupperts, the former Resident Council Coordinator. The Treasurer's stipend is also in question.

Alicia Huckleby, Resident Initiatives Director, suggested the PC proceed to accept the Budget as it stands, with the exception of the PC Secretary and PC Treasurer stipends.

## **BUDGET** *(continued)*

Melissa Pappas, Treasurer, Seal and Youa Thao, Resident Council Coordinator, can discuss the two stipend amounts and bring the Budget back before the PC for a vote to approve those two specific stipends. Melanie Fox, Montreal, made a Motion that the PC accept the Budget as it stands and post it, pending an amendment on the stipends for the PC Secretary and Treasurer. Candy Pernel, Ravoux, seconded and the Motion carried.

## **BOARD OF COMMISSIONERS REPORT**

John Cardoza, Cleveland, Commissioner, gave an update on what the Board has been doing since they began meeting in March. The contract was approved for Front Hi-Rise to get new plumbing, as were projects that have been, or are being done by the Maintenance Department.

## **SECTION 3 UPDATE**

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy, wanted to remind everyone that her job as Section 3 Coordinator is to organize partnerships and find people jobs, including field training, and education that will lead to employment and help with anything else that will help people achieve their goal.

A lot of information has been sent out about virtual Job Fairs, training opportunities, unemployment assistance and she has also been helping individuals, as well.

One of the obstacles she's found is a lack of access to technology and to wi-fi for many people, which prevents them from going to a virtual Job Fair, getting online training or applying for a job online. She has sent out information in the past regarding Comcast's Internet Essentials, and she encourages people to take advantage of that program, or let other people know that that program exists for them. You can get Internet for \$10.00 a month, and if you apply now, you'll receive two free months. They also offer refurbished computers that can be bought for around \$150.00. She will continue to update people on how to obtain affordable technology.

If you or someone you know is trying to find a job, obtain job skills or education; or if they just need more information on Section 3, call Beth Pacunas at: **651-228-3204**, or email her at

[elizabeth.pacunas@stpha.org](mailto:elizabeth.pacunas@stpha.org).

## **RESIDENT INITIATIVES REPORT**

Alicia Huckleby, Resident Initiatives Director, wanted to thank everyone for all their time and effort in making sure that you're up to speed on all the Zoom meetings. It's a difficult platform to get used to, but it will get easier as time goes on.

## **SHIP GRANT UPDATE**

Ann Tranvik, Ramsey County Public Health Nurse, stated a hand-out will be sent by email with hers and Betsy Christensen's SHIP updates with all the details. There is free Covid testing which Ramsey County is offering at Aldrich Arena, so please pay attention to that. It will be offer on Saturdays for the rest of this month and October – and maybe beyond – so please make a note of that.

## **CLOSING**

Youa Thao, Resident Council Coordinator, wanted to remind everyone about the Memorandum of Understanding (MOU). All of the councils signed theirs last year at different times, and since the councils are up and running it should be brought up with your residents again. Just remember that there have been some updates to the MOU under RAD. The PC signed their MOU on November 25, 2019. Youa then took questions.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 12:10 p.m.

Submitted by:



Bob Knutson  
PC/RPC Secretary  
[peetiebird2@gmail.com](mailto:peetiebird2@gmail.com)

## **MEETING REMINDERS:**

### **Next Presidents Council Meeting:**

Monday, October 26, 10:00 a.m. – Noon.

**Executive Committee:** Friday, October 16 @ 11:00 a.m. - Zoom

**Computer Team:** Thursday, October 22 @ 1:30 p.m. - Zoom